

**MINUTES OF MEETING
STONEYBROOK WEST COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Stoneybrook West Community Development District was held Wednesday, August 9, 2023, at 6:30 p.m. at Town Center 1201 Black Lake Boulevard, Winter Garden, FL 34787.

Present and constituting a quorum were:

Tom Alexander	Chairman
Tiffany Acireale	Vice Chairman
George Morgan	Assistant Secretary
Jennifer Odom	Assistant Secretary
Nicholas Matthew	Assistant Secretary

Also participating were:

Gabriel Mena	District Manager
Scott Clark	District Counsel (<i>Via Zoom</i>)
Pete Glasscock	District Engineer
Freddy Blanco	Inframark, Field Manager
Tricia Adams	Representative, GMS

FIRST ORDER OF BUSINESS

Call to Order and Roll Call

Mr. Mena called the meeting to order at 6:30 p.m.

Mr. Mena called the roll and indicated a quorum was present for the meeting.

SECOND ORDER OF BUSINESS

Pledge of Allegiance

Mr. Mena stated there was no flag in the room; therefore, the next order of business followed.

THIRD ORDER OF BUSINESS

Approval/Additions to Agenda

There being none, the next order of business followed.

FOURTH ORDER OF BUSINESS

Public Comments on Agenda Items

A. Diane Beakler – Westbrook

- i. The area surrounding the pond on Avalon has not been mowed for several months. Whose responsibility is it to maintain this area?

FIFTH ORDER OF BUSINESS

Business Matters

A. Consideration of Resolution 2023-03, Appointing of Officers of the District

On MOTION by Mr. Morgan, seconded by Ms. Odom, with all in favor, unanimous approval was given to adopt resolution 2023-03, Appointing of Officers of the District

B. Consideration of Resolution 2023-04: Appointment of District Manager

On MOTION by Mr. Alexander, seconded by Mr. Morgan, with all in favor, unanimous approval was given to adopt resolution 2023-04, Appointment of District Manager and District Management Agreement with Governmental Management Services.

C. Consideration District Management Agreement with Governmental Management Services

Counsel expressed satisfaction with the agreement following extensive negotiations, and GMS also agreed to the terms.

D. Consideration of Resolution 2023-05: Designation of Bank Signatories

On MOTION by Mr. Morgan, seconded by Ms. Acireale, with all in favor, unanimous approval was given to adopt resolution 2023-05, Designating bank signatories.

E. Approval of Fiscal Year 2024 Annual Meetings

- **Change the date from Nov 16 to Nov 29**

On MOTION by Mr. Alexander, seconded by Mr. Morgan, with all in favor, unanimous approval was given to approve the fiscal year 2024 meeting schedule with the change in November from the 16th to the 29th.

SIXTH ORDER OF BUSINESS

Acceptance of Minutes of the Meeting on April 12, 2023 and May 31, 2023

On MOTION by Ms. Acireale, seconded by Mr. Alexander, with all in favor, unanimous approval was given to approve the meeting minutes for April 12, 2023 and May 31, 2023

SEVENTH ORDER OF BUSINESS

Public Hearing for the Fiscal Year 2023/2024 Budget Adoption and Special Assessments

A. Presentation of Fiscal Year 2024 Budget

i. Motion to open public hearing

On MOTION by Mr. Alexander, seconded by Ms. Acireale, with all in favor, unanimous approval was given to open public hearing.

B. Public Comment

i. Motion to close public hearing

On MOTION by Ms. Odom, seconded by Ms. Acireale, with all in favor, unanimous approval was given to close public hearing.

C. Consideration of Resolution 2023-06: Annual Appropriation and Adoption of the Fiscal Year 2024 Budget

i. Motion to adopt Resolution 2023-06, with no proposed increases.

On MOTION by Mr. Alexander, seconded by Ms. Acireale, with all in favor, unanimous approval was given to adopt resolution 2023-06, Annual Appropriation and Adoption of the Fiscal Year 2024 Budget.

D. Consideration of Resolution 2023-07: Annual Assessment for Fiscal Year 2024

i. Motion to open public hearing.

On MOTION by Ms. Acireale, seconded by Mr. Alexander, with all in favor, unanimous approval was given to open public hearing.

E. Public Comment

There being none, the next order of business followed.

F. Motion to close public hearing

On MOTION by Ms. Acireale, seconded by Ms. Odom, with all in favor, unanimous approval was given to close public hearing.

G. Motion to adopt Resolution 2023-07, Annual Assessment for Fiscal Year 2024

On MOTION by Ms. Odom, seconded by Mr. Morgan, with all in favor, unanimous approval was given to adopt

Resolution 2023-07, Annual Assessment for Fiscal Year 2024.

EIGHTH ORDER OF BUSINESS District Manager’s Report

A. Approval of Financial Statements

B. Approval of the Check Register

- i. Counsel emphasized the potential for improved yields from funds allocated to the debt service account. The District may have the opportunity to earn interest or secure a slight discount once guidance is provided to the bondholders for investment.
- ii. There is a provision in the trust documents that permits bondholders to invest as they so choose, unless provided with explicit direction. Counsel believes that the District has the authority to direct the bondholder to invest in an account with a higher yield in order to maximize potential return.

C. Motion to approve the financial statements and check register.

On MOTION by Ms. Acireale, seconded by Mr. Alexander, with all in favor, unanimous approval was given to accept the financial statements and check register.

D. Power

- i. Balforn Tower Way – Duke completed their repairs and advised the issue was with our equipment. Sitex got an electrician to complete repairs, but were not aware the City must complete an inspection prior to Duke turning the power back on. Awaiting submittal of permits and inspection from City of Winter Garden.
- ii. Front pond - Sitex has confirmed this equipment as operational, and advises the breaker constantly trips, the manager advised he has called in a repair ticket and ask for assistance from Duke in determining what is connected to this breaker as it keep tripping.
 - 1. How long has the District been paying for this electrical meter if there are non-District items using the power? The Board believes there is a simple solution of turning off the breaker and seeing what stops running in order to get an answer of what hidden items are connected to this.
- iii. Three new installations

1. Manager and Sitex met with an engineer from Duke, Randy. Last update was that he was submitting the application for the new installations and would keep everyone in the loop.
2. It took a month for him to respond to requests and schedule a meeting
3. Mr. Glasscock suggest that he used to work for Duke and can assist in navigating the project and the approval process.

E. Brightview

- i. No response from Brightview regarding an \$8,000.00 credit for unsuccessful landscaping, which was installed at the suggestion of Brightview
- ii. Mr. Clark will compose a letter demanding the \$8,000.00 credit.

F. Ms. Odom's Concerns - Additional Discussion

- i. Since the last meeting, someone has applied herbicides to kill aquatic plants. No one seems to know who applied this herbicide. Manager advised this is not uncommon and has seen residents apply chemicals on their own.
- ii. She is considering replacing these plants; they are essential for midge control and maintaining the local ecosystem.
- iii. Ms. Odom introduced clams to the pond, which has yielded positive results in terms of algae and midge control.
- iv. The board expressed interest in a "pilot pond" project to introduce new aquatic plants, possibly in pond #7.
- v. The manager noted that residents often have concerns about aquatic plants and may remove them.
- vi. Ms. Odom proposed creating a YouTube video to educate the neighborhood about the importance of these plants.
- vii. Waterlilies will be installed by Sitex at no cost.

G. Brightview - Confirming Responsibility for Mowing

- i. Confirm whether Brightview is falling behind on mowing, and ascertain if it's not due to the City of Winter Garden's actions.
- ii. Regarding the pond on the Lake Avon corner – determine responsibility.

Mr. Glasscock explained that the City typically mows up to the power-line

poles and there may be confusion regarding the HOA/CDD responsibility beyond that point.

NINTH ORDER OF BUSINESS

Staff Report

A. District Counsel

- i. No additional updates at this time.

B. District Engineer

- i. Encouraging news - we have finally met with the contractor on-site to assess the needed repairs.

1. Both sites are scheduled for repairs next week.

- ii. I've identified two additional contractors in my contacts for future projects.

C. Field Manager

- i. Field Report

1. The next report should be provided by GMS.

2. Seeking action updates and the current status of items.

3. Requesting information on the duration of ongoing matters.

4. GMS clarified the distinction between the action item list and the field report.

- ii. Discussion on banana trees.

- iii. We have asked for confirmation regarding the mowing in this specific area.

TENTH ORDER OF BUSINESS

Supervisors' Comments

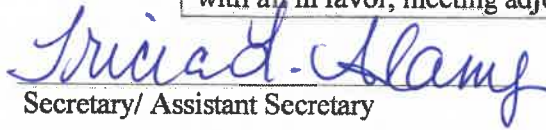
- A. Please confirm whether the audit was documented in the minutes.

Stoneybrook West CDD
August 9, 2023

- i. Mr. Morgan has expressed a request for a copy of the audit.

ELEVENTH ORDER OF BUSINESS Adjournment

On MOTION by Mr. Alexander, seconded by Ms. Acireale,
with all in favor, meeting adjourned at 8:15 p.m.


Secretary/ Assistant Secretary


Chairman